

## Retention and Classification Report

**Agency:** State Arboretum (59)

Red Butte Garden  
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Salt Lake City, UT 84108  
(801)585-0556

**Records Officer:** \_\_\_\_\_

06532      Newsletters

**AGENCY:** State Arboretum

**SERIES:** 6532

3

**TITLE:** Newsletters

**DATES:** 1981-

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

Documents created by the agency, including pamphlets, reports, leaflets, file manuals, annual reports, other published or processed documents, and the last manuscript report, if not published, relating to management projects.

**RETENTION:**

Retain permanently

**DISPOSITION:**

May Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule Publications, GRS-1678.

**AUTHORIZED:** 10-30-2018

**FORMAT MANAGEMENT:**

Paper: Retain in State Archives permanently with authority to weed.

**PRIMARY DESIGNATION:**

Public